

Department of Social and Health Services  
Olympia, Washington

**ELIGIBILITY A-Z MANUAL REVISION**

Revision #	<b>539</b>
Category / Section	<b>Benefit Errors D. – Basic Food Overpayments.</b>
Issued	<b>November 1, 2006</b>
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**REMOVE**  
**Benefit Errors D. – Basic Food  
Overpayments.**

Entire Section

**INSERT**  
**Benefit Errors D. – Basic Food  
Overpayments.**

Entire Section

**Summary**

**WAC 388-410-0020**

Updated rule to be consistent with federal requirements for establishing an overpayment for Basic Food or WASHCAP benefits. We must discover the overpayment within:

- 12 months of the date the household was overpaid for an administrative error;
- 24 months of the date the household was overpaid for an administrative household error; and
- 72 months of the date the household was overpaid for an intentional program violation.

**CLARIFYING INFORMATION**

Added information on how we track the “date of discovery” for an overpayment. This is the date we “open” the BEG in ACES.

Clarified how we measure timely establishment of overpayments. A Claim is established timely if we send the overpayment letter *before the last day* of the calendar quarter after the quarter in which we opened the BEG.

Added a table to show claims establishment deadlines based on date of discovery.

**WAC 388-410-0025**

Revised text for clarity.

**WAC 388-410-0030**

<p>If not deliverable, return to: Distribution Center, MS: 45816 For distribution changes, notify: Manual Distribution: MS 45816 or call 360-586-8439</p>
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Revised text for clarity.

Updated reference to Administrative disqualification hearing.

Removed statement that we will not set up an overpayment if we cannot find the responsible AU members.

## CLARIFYING INFORMATION

Clarified that there is **no threshold** for setting up overpayments we discover through the federal QC process.

- If the department discovered an overpayment through the federal QC process, we **must** set up an overpayment regardless of the amount.
- If we **did not** discover the overpayment through the federal QC process, we set up an overpayment if:
  - The responsible household members still receive Basic Food or WASHCAP benefits; or
  - The overpayments total more than \$125.

Clarified that OFR collects on established debts *regardless of the amount*.

## WAC 388-410-0033

Updated rule to indicate that we collect established overpayments for Basic Food and WASHCAP **even if**:

- We modify an established overpayment to an amount we would not have to establish under WAC 388-410-0030 (5); or
- We did not have to establish the overpayment under WAC 388-410-0030(5).

Revised text for clarity.

## CLARIFYING INFORMATION

Added information on when the Office of Financial Recovery will negotiate a reduction in someone's overpayment debt.

Clarified the meaning of a newly approved application for purposes of collecting an overpayment.

We **do not** recover an existing overpayment from the first month's benefits of a newly-approved application for WASHCAP or Basic Food.

We *do* recover an overpayment from the first month of an AU's certification period if we recertified the AU with **no break** in eligibility.